

Syllabus for: BUS 10 – Introduction to Business

Semester & Year:	Fall 2013
Course ID and Section Number:	BUS 10 K4283
Number of Credits/Units:	3 units
Day/Time:	Tues. & Thur. 5pm – 6:25pm
Location:	HTEC Room 1
Required Text:	BUSN (6 th Edition)
Instructor's Name:	Dove Byrne
Contact Information:	Office location and hours: Before or After Class Phone: Email: dove-byrne@redwoods.edu

Course Description (catalog description as described in course outline):

A survey course of business in our economy, including forms of business organization, marketing, finance, personnel, production, accounting, advertising, electronic data processing, consumer relations, government and business and corporate management. It is designed to expose all students to the many facets of business life both as consumers as well as potential business workers and/or entrepreneurs. In order to achieve understanding of our free enterprise system, comparisons are drawn between it and other economic systems used in other societies.

Student Learning Outcomes (as described in course outline) :

1. Identify business trends and strategies and explain how they relate to the global economy
2. Describe and analyze the relationship between business and society - with particular emphasis on local economic development issues
3. Describe and analyze the importance of business ethics and the ability to apply ethical theory to real-world behaviors in business
4. Define business terms and explain their application in a business setting
5. Utilize technology and accounting concepts to understand and manage quantitative data
6. Compare and contrast business entities - with particular emphasis on analyzing the effectiveness of differing business models
7. Design and develop an introductory business project
8. Develop and deliver professional presentation of the business project
9. Develop and utilize workplace skills through participation in a team project
10. Describe and analyze the challenges that all entrepreneurs face when developing a new business
11. Identify academic and career opportunities in the field of business
12. Compare and contrast basic business structures and organizations.

Special accommodations: College of the Redwoods complies with the Americans with Disabilities Act in making reasonable accommodations for qualified students with disabilities. Please present your written accommodation request at least one week before the first test so that necessary arrangements can be made. No last-minute arrangements or post-test adjustments will be made. If you have a disability or believe you might benefit from disability

related services and may need accommodations, please see me or contact Disabled Students Programs and Services. Students may make requests for alternative media by contacting DSPS.

Academic Misconduct: Cheating, plagiarism, collusion, abuse of resource materials, computer misuse, fabrication or falsification, multiple submissions, complicity in academic misconduct, and/ or bearing false witness will not be tolerated. Violations will be dealt with according to the procedures and sanctions proscribed by the College of the Redwoods. Students caught plagiarizing or cheating on exams will receive an “F” in the course.

The student code of conduct is available on the College of the Redwoods website at:

<http://redwoods.edu/District/Board/New/Chapter5/AP%205500%20Conduct%20Code%20final%2002-07-2012.pdf>

Additional information about the rights and responsibilities of students, Board policies, and administrative procedures is located in the college catalog and on the College of the Redwoods homepage.

College of the Redwoods is committed to equal opportunity in employment, admission to the college, and in the conduct of all of its programs and activities.